

DISPOSITION: \_\_\_\_\_ AGENDA ITEM # 1.1

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

**CONTRACT SUMMARY**

Contract with: <u>F.D.O.T.</u>	Contract # <u>AI893</u>
	Effective Date <u>October 11, 2000</u>
	Expiration Date: <u>January 31, 2007</u>

Contract Purpose/Description:

This supplemental Joint Participation Agreement with F.D.O.T. will add \$395,000 to the existing contract AI-893. As in previous years, this contract provides funding to assist Monroe County with transportation planning and engineering studies such as the travel time and delay study, site plan reviews and other special transportation projects. The contract will also provide funding for the Scenic Highways Program and the Corridor Enhancement Plan for the Livable CommuniKeys Program. The contract also extends the expiration date of the contract to January 31, 2007.

Contract Manager: <u>K. Marlene Conaway</u>	<u>2523</u>	<u>Planning and Environmental Resources</u>
(Name)	(Ext.)	(Department/Stop #)

for BOCC meeting on Jan. 19, 2005 Agenda Deadline: Jan 4, 2005

**CONTRACT COSTS**

Total Dollar Value of Contract: \$ 1,120,000 Current Year Portion: \$ 0  
 Budgeted? Yes ☐ No ☒ Account Codes: 125-50501-53040-GW0114-  
 Grant: \$ 1,120,000  
 County Match: \$ 0

**ADDITIONAL COSTS**

Estimated Ongoing Costs: \$0/yr For: \_\_\_\_\_  
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

**CONTRACT REVIEW**

	Date In	Changes Needed	Reviewer	Date Out
Division Director	<u>1-12-05</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>1-12-05</u>
Risk Management	<u>1-10-05</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>1-10-05</u>
O.M.B./Purchasing		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>1/11/05</u>
County Attorney	<u>1/7/2005</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>1/07/05</u>

Comments: BOCC mayor must sign

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION**  
**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**  
**Number 4**

725-030-07  
PUBLIC TRANSPORTATION  
07/02  
Page 1 of 5

Financial Project No.: <u>25222811403</u> <small>(item-segment-phase-sequence)</small>	Fund: <u>SL</u> Function: <u>215</u> Federal No.: <u>8888-428</u>	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>790015</u> Org. Code: <u>55062010630</u> Vendor No.: <u>VF596-000-749-054</u>
Contract No.: <u>A1893</u>		
Catalog of Federal Domestic Assistance Number: <u>20.205</u> Catalog of State Financial Assistance Number: _____		

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and Monroe County Planning Department  
2798 Overseas Hwy., Suite 410, Marathon, FL 33050-2227  
hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 11th day of October, 2000, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of \$360,000.00.

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

**1.00 Project Description:** The project description is amended  
To add funding for transportation planning activities under Task # 1

To fund two new Livable Communikeys Planning projects and complete a third

To retain the Scenic Highways coordinator, update and continue marketing the scenic highway program and complete the Florida Keys Scenic Highway Management Plan

**2.00 Project Cost:**

Paragraph 3.00 of said Agreement is increased by \$ 395,000.00  
bringing the revised total cost of the project to \$ 1,120,000.00.

Paragraph 4.00 of said Agreement is increased by \$ 35,000.00  
bringing the Department's revised total cost of the project to \$ 360,000.00.

**3.00 Amended Exhibits:**

Exhibit(s) A of said Agreement is amended by Attachment "A".

**4.00 Contract Time:**

Paragraph 18.00 of said Agreement January 31st, 2007.

Financial Project No. 25222811403

Contract No. AI893

Agreement Date \_\_\_\_\_

Except as hereby modified, amended or changed, all other terms of said Agreement dated October 11th, 2000  
and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first  
above written.

AGENCY

FDOT

Monroe County Planning Department  
AGENCY NAME

See attached Encumbrance Form for date of  
Funding Approval by Comptroller

\_\_\_\_\_  
SIGNATORY (PRINTED OR TYPED)

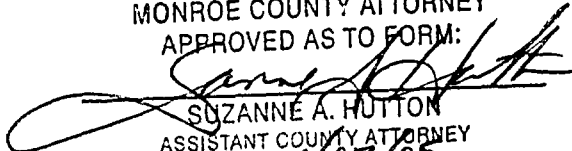
\_\_\_\_\_  
LEGAL REVIEW  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
TITLE

MONROE COUNTY ATTORNEY  
APPROVED AS TO FORM:  
  
SUZANNE A. HUTTON  
ASSISTANT COUNTY ATTORNEY  
Date 11/07/03

Financial Project No. 25222811403  
Contract No. AI893  
Agreement Date \_\_\_\_\_

ATTACHMENT "A"  
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and Monroe County Planning Department  
2798 Overseas Hwy., Suite 410, Marathon, FL 33050-2227  
dated \_\_\_\_\_.

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

See Attachment Page 1.

I.	Project Cost:	As Approved	As Amended	Net Change
		\$725,000.00	\$1,120,000.00	\$395,000.00
	Total Project Cost	\$725,000.00	\$1,120,000.00	\$395,000.00
I.	Fund Participation:	As Approved	As Amended	Net Change
	Department:	\$325,000.00	\$360,000.00	\$35,000.00
	Agency:			\$0.00
	Federal Participation	\$400,000.00	\$760,000.00	\$360,000.00
	Total Project Cost	\$725,000.00	\$1,120,000.00	\$395,000.00

Comments:

III. MULTI-YEAR OR PREQUALIFIED PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

FY  
FY  
FY  
FY

Project years may be advanced or deferred subject to Legislative appropriation or availability of funds.

**DESCRIPTION OF SUPPLEMENT:**

Task # 1 and Task #2: Transportation Planning Assistance to conduct various transportation planning activities along US 1, including Travel Time and Delay studies, systems planning activities, site plan reviews and other long range planning activities

Task #3 : Florida Keys Scenic Highway Program: to retain the Scenic Highways coordinator, update and continue marketing the scenic highway program and complete the Florida Keys Scenic Highway Management Plan

Task #4 for Lower Sugarloaf Key to Little Torch Key (MM 16 to 29) and Rockland Key to Saddlebunch Keys (MM 9.8 to 16) and complete other existing Livable Communikeys projects



## **SCOPE OF SERVICES**

**PROJECT LOCATION:** Monroe County

**PROJECT DESCRIPTION:** Monroe County Transportation Planning Program

### **TASK 1: TRANSPORTATION PLANNING ASSISTANCE**

#### **PURPOSE:**

The purpose of this task is to provide funding for a general transportation planning consultant that will provide assistance to the Monroe County Planning and Environmental Resources Department to maintain the short and long range transportation planning programs of the County, and to provide assistance for general transportation planning and analysis activities, including data collection, technical support and review of development proposals.

#### **ACTIVITIES:**

The transportation planning consultant will provide assistance to the Monroe County Planning Department in the following areas:

- a) review of site plans for internal traffic flows and access;
- b) preparation of traffic impact reports,
- c) review of access management issues,
- d) development of access management plans,
- e) origin-destination studies,
- f) attendance at appropriate public meetings and hearings;
- g) trip generation rates for land uses
- h) provision of review comments on relevant transportation documents prepared by other agencies;
- i) review of transportation element of reports and plans prepared by County staff in support of the comprehensive plan amendments;
- j) systems planning analysis (including running the FSUTMS model or other transportation planning models deemed as appropriate by Client and Consultant);
- k) re-evaluation of the level of service methodology for US-1; and
- l) special transportation projects to implement the comprehensive plan.

Monroe County staff will administer a consultant contract, issue work orders, prepare invoices for submission to the Department and participate in planning, analysis and data collection activities as necessary. This project may also include special studies in support of the comprehensive planning programs administered by the County Planning Department within the Keys.

#### **COST:**

**\$185,000**

## **TASK 2: US1 ARTERIAL TRAVEL TIME AND DELAY STUDIES**

### **PURPOSE:**

The Travel Time Studies will be used to monitor the level of service on US1 for concurrency management purposes pursuant to the Monroe County Comprehensive Plan. The studies will be conducted in accordance with the US 1 LOS Task Force methodology which was approved by the County, the Florida Department of Transportation and the Florida Department of Community Affairs. The study may be conducted jointly by the Monroe County staff, and the general transportation-planning consultant.

### **ACTIVITIES:**

- A. Using the floating car method, travel time, speed and delay data will be recorded for each of the 24 segments of US 1 from Florida City to Stock Island; and the length of US 1 from the County line to the Cow Key Channel.
- B. The data will be recorded by date, day of week, time of day, and direction.
- C. The study will be conducted over 14 days within the six-week period from February 15 to March 31. Consisting of 14 round trip runs, sampling each day of the week twice.
- D. The study will be coordinated with seven day 24 hour traffic counts to be conducted in Islamorada (MM 84), Marathon (MM 50) and Big Pine Key (MM 30).
- E. The study will employ the staggered schedule of departure times previously approved by the Task Force so as to record peak hour conditions in as many different locations as possible.
- F. The study results will be summarized in report format including a series of tables and graphs. A statistical analysis of the mean, standard deviation, and range of speeds recorded for each segment and for the overall distance will be provided. Excess roadway capacity and deficiencies in capacity will be reported.

### **COST:**

The cost of this task is included under Task 1.

## **TASK 3: FLORIDA KEYS SCENIC HIGHWAY PROGRAM**

### **PURPOSE:**

To implement and improve the Corridor Management Plan for the Florida Keys Scenic Highway

### **ACTIVITIES:**

#### **1. Florida Key Scenic Highway Coordinator**

Project Description: Coordinate efforts related to the Florida Keys Scenic Highway (FKSH)

- A. Provide leadership related to the Florida Keys Scenic Highway – 50%

Provide staff support to the Florida Department of Transportation and Monroe County Planning and Environmental Resources Department in administering the State and National Scenic Highways Program for the Florida Keys Scenic Highway. Assist the Florida Keys Scenic Highways Advisory Group (SHAG) in scheduling, organizing, facilitating and documenting SHAG meetings. Develop a work program for the Florida Keys Scenic Highway Master Plan in conjunction with SHAG members. Manage/oversee consultant work related to the Florida Keys Scenic Highway initiatives. Assess corridor funding needs. Identify grant sources for planning and project development; prepare and submit grant applications, approvals, request for proposals and consultant contracts. Develop partnerships and coordinate with local government staff and appropriate staff from the public and private sections (e.g. members of the SHAG) to implement the Florida Keys Scenic Highway Corridor Management Plan. Prepare and submit Florida Keys Scenic Highway Annual Report.

- B. Coordinate programmatic and procedural aspects of the Florida Keys Scenic Highway with Monroe County Bicycle and Pedestrian Planner and the Florida Department of Transportation District 6 – 25%.

Review development and project proposals on the state and local roadway system. Coordinate US 1 project development activities with FDOT, FDEP, and other agencies.

- C. Design and implement an ongoing public participation program for the Florida Keys Scenic Highway – 25%.

Prepare and disseminate presentations and materials. Implement public information outreach and education programs. Develop surveys and utilize feedback from the public in the design and implementation of FKSH Action Plans and strategies.

**COST:**

Salary \$50,000  
Travel \$4,000  
Marketing \$6,000

**TASK 4: LIVABLE COMMUNIKEYS PLANNING**

**PURPOSE:**

The purpose of the project will be to utilize professional consulting services to develop area enhancement plans for communities in unincorporated Monroe County.

**ACTIVITIES:**

The main activities for this task include the development of area enhancement plans for: a) Little Torch Key to Lower Sugarloaf Key (MM 16 to 29), b) Rockland Key to Saddlebunch Keys (MM 9.8 to 16), and c) Toms Harbor Channel to Channel 2 Bridge (MM60-72), furthermore, part of this task may include further analysis of existing area enhancement plans for multi-modal transportation improvements.

The firm(s) selected to complete the area enhancement plans shall provide planning, design services, and conduct a community charrette to analyze methods and alternatives to public and private property improvements to enhance the visual quality of the streetscape and identify bicycle, pedestrian and public transit improvements to help reduce traffic congestion on US 1 and in Key West. Issues to be addressed shall include visual enhancement, streetscapes, bicycle and pedestrian safety, appropriate parking, landscaping, lighting, signage, and general aesthetics, the identification and enhancement of the planning area's "sense of place", identification of opportunities for public/private partnerships and other funding mechanisms for implementation. The proposed recommendations are to be developed and considered in the context of the Florida Keys Scenic Highway Corridor Management Plan, the Overseas Heritage Trail, and the Monroe County Livable CommuniKeys Plan. The exercise shall result in graphic alternatives, recommendations of the development of specific land development regulations necessary to facilitate and maintain improvements and community character, recommendations to improve bicycle and pedestrian access throughout the planning area and an implementation plan that includes planning estimates sufficient for preparing funding requests.

**COST:**

**\$150,000**

**TASK 5: PROJECT ADMINISTRATION**

**PURPOSE:**

The purpose of this task is to ensure administration of the project by Monroe County Planning Department staff.

**ACTIVITIES:**

The task activities will include selecting and coordinating with a transportation planning consultant, issuing work orders, reviewing and approving consultant products, paying invoices, preparing quarterly progress reports, invoicing the Department, and generally administering the transportation planning program of the County.

**COST:**

**The cost of this task will be included under Tasks 1 and 3.**